

Submit your order via email: [bjustin@psav.com](mailto:bjustin@psav.com)

**CUSTOMER INFORMATION**

Room Name: \_\_\_\_\_ Booth Number: \_\_\_\_\_  
 Company: \_\_\_\_\_ Onsite Contact: \_\_\_\_\_  
 Address: \_\_\_\_\_ Onsite Cell: \_\_\_\_\_  
 City: \_\_\_\_\_ State & Zip: \_\_\_\_\_ **Delivery / Setup:**  
 Ordered By: \_\_\_\_\_ Fax: \_\_\_\_\_ Delivery Time & Date: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Email: \_\_\_\_\_ Pick-Up Time & Date: \_\_\_\_\_

**ALL PRICING IS PER DAY** Please call for items not listed on form. Total

Presentation Monitors	Please Select One	Qty	Standard Rate	Number of Days	Total
24" Video/Data Monitor with table stand/cabling (16:9)	<input type="checkbox"/> HDMI <input type="checkbox"/> VGA		\$ 360.00	X	
55" Video/Data Monitor with stand/cabling (16:9)	<input type="checkbox"/> HDMI <input type="checkbox"/> VGA		\$ 1,020.00	X	
70" Video/Data Monitor with stand/cabling (16:9)	<input type="checkbox"/> HDMI <input type="checkbox"/> VGA		\$ 1,435.00	X	
80" Video/Data Monitor with stand/cabling (16:9)	<input type="checkbox"/> HDMI <input type="checkbox"/> VGA		\$ 1,665.00	X	

HDMI or VGA cable will be provided with the above monitors. If you need another connection please let us know.  
 If multiple monitors, are they all connected to the same source?  Yes  No

**Computers** Qty Standard Rate Number of Days Total

Laptop - (Windows)		\$ 260.00	x	
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**Audio** Qty Standard Rate Number of Days Total

Computer Audio (Requires Sound System or House Patch)		\$ 80.00	X	
Shure Wireless Microphone (Requires Sound System or House Patch) <input type="checkbox"/> Handheld <input type="checkbox"/> Lav		\$ 255.00	X	
Small Sound System For Booth (Includes 1-12" Speaker, 4ch Mixer and Cabling)		\$ 355.00	X	
House Sound Patch (Includes Room Sound System, 4ch Mixer & Cabling)		\$ 360.00	X	

**Power** Qty Standard Rate Number of Days Total

Booth Power (120V Single Phase -Dedicated 5 AMPs)		\$ 185.00	x	
Extension Cord		\$ 21.00	x	
Power Strip		\$ 21.00	x	
Table Top Power Center( USB & Edison Outlets )		\$ 45.00		

**Internet** Qty Standard Rate Number of Days Total

Wireless Internet Connection		\$ 18.00	x	
Wired Internet Connection ( Quote available after discussion of IT requirements )		*	x	

**Miscellaneous** Qty Standard Rate Number of Days Total

Conference Phone		\$ 220.00	X	
Direct TV Cable Box (Must be ordered 7 days in advance)		\$ 500.00	X	

**Functional and Decorative Lighting Options Available - Please consult with your PSAV Representative**

**Additional Equipment - Please call PSAV at 954.802.5405 for specialty equipment and services not listed.**

**Terms & Conditions**

<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Please allow 72 hours to confirm your order. If you do not receive a confirmation from PSAV, your order has not been received.</li> <li><input checked="" type="checkbox"/> Credit card is the accepted form of payment and all card information will be captured upon approval of your order.</li> <li><input checked="" type="checkbox"/> <b>Products and services will not be provided without client approval and over-the-phone credit card authorization .</b></li> <li><input checked="" type="checkbox"/> Sales taxes are estimated and are subject to charges on all equipment and labor where applicable.</li> <li><input checked="" type="checkbox"/> The prevailing sales tax rate will be applied at the time the customer's credit card is charged.</li> </ul>	<p><b>Required Set/Strike Technician Minimum</b> \$110</p> <p><b>4% LDW</b></p> <p><b>24% Service Charge</b></p> <p><b>7% Sales Tax</b></p>
<p><b>IMPORTANT: PSAV Cancellation Policy - All cancellations must be submitted in writing.</b>                  7-day notice required to avoid a charge of 50% of the order total.                  Cancellations received less than 72 hours prior to the day of scheduled delivery (including no shows) are subject to the full amount of the order.</p>	
<p><b>Loss Damage Waiver (LDW)</b> Is a product offering that protects customers from the cost of replacing equipment in the event that it's lost, damaged or stolen while in their possession.</p>	
<p><b>Service Charge</b> Covers all of the support elements needed for your event, beyond equipment and dedicated labor, which are billed for separately. This includes an onsite event technology team that works seamlessly with the hotel to make your event a success. It also provides you with daily gear preparation, equipment testing, and technology consultation - before, during and after your event.</p>	
<p><b>Tax Exempt Status</b> If you are exempt from payment of sales tax, we require an exemption certificate for the state of Florida.</p>	
<p><b>Labor Rates</b> Upon completion and submission of your equipment requests, labor will be billed at \$110/hour based on items ordered.</p>	
<p><b>Confirmation of Order</b> Final costs will be emailed to you. Once approved, over-the-phone credit card information will be collected.</p>	
<p><b>Estimated Total</b> \$</p>	